



FOREST COUNTY POTAWATOMI  
**FAMILY SERVICES  
DIVISION**

PO Box 340  
Crandon, WI 54520

February 25, 2021

Director  
Office of Child Care  
330 C ST SW, 4<sup>th</sup> Floor  
Washington, DC 20201

Dear OCC Director:

This letter describes how the Forest County Potawatomi Community Child Care Program plans to use the Child Care and Development Funds (CCDF) awarded under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). We understand that this description will be used for the purpose of informing the Office of Child Care, Administration for Children and Families and Congress how our Lead Agency anticipates using the funds to support the child care needs in our jurisdiction.

We plan to use CRRSA funds for activities in the following categories:

**1. Direct Services/Subsidies**

- FCPC Child Care opened the Rising Sun Daycare Center on February 1, 2021 after closing in March, 2020 due to low attendance as many families began working from home in response to the Covid-19 pandemic and the Wisconsin Safer at Home mandate. Upon re-opening, enrollment drastically decreased initially, but is gradually increasing as those in the community we serve are beginning to return to on-site work locations. In accordance with CDC guidelines, children are kept in small groups that have limited to no interaction with other groups. This includes staff. As a result, the child to teacher ratio is lower than usual resulting in increased staff required for the fewer than usual number of children attending the center. Some of our usual center enrollees are now being served by local in-home providers. We plan to use CRRSA funds to support increased staff salaries and support in-home providers that are serving our community.

## **2. Implementation of Virus Mitigation Policies and Practices**

- CRRSA funds will be used to support the cost of increased sanitation supplies and staff time required to deep clean the center on a regular basis. Funds will also be used to offset the increased staff time the FCPC Maintenance cleaning staff are providing due to increased sanitation guidelines within the center.

The Forest County Potawatomi Community Child Care program will amend our CCDF plan as a result of activities implemented under CRRSA funding not currently described in the plan, within 60 days of implementation.

Sincerely,

/s/

Abbey Dall-Lukowski  
FCP Family Services Division Administrator  
Forest County Potawatomi Community

cc: Gena L. Miller, Regional Program Manager, Office of Child Care, Region V  
Zenia Haynes, Program Specialist, Office of Child Care, Region V  
Allie Zindle, Program Specialist, Office of Child Care, Region V

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